

ADMINISTRATION AND FINANCE COMMITTEE

DATE: January 16, 2007

CALLED TO ORDER: 5:02 p.m.

ADJOURNED: 5:32 p.m.

ATTENDANCE

Attending Members

Joanne Sanders, Chair
Paul Bateman
Vernon Brown
Becky Langsford
Jackie Nytes
Lincoln Plowman

Absent Members

Lynn McWhirter

AGENDA

PROPOSAL NO. 6, 2007 - reappoints Leeland Thomas to the County Property Tax Assessment Board of Appeals

“Do Pass”

Vote 5-0

PROPOSAL NO. 7, 2007 - reappoints Steve Ajamie to the County Property Tax Assessment Board of Appeals

“Do Pass”

Vote 6-0

PROPOSAL NO. 8, 2007 - reappoints Sheriff Frank Anderson to the Information Technology Board

“Postponed” until February 6, 2007

Vote 6-0

PROPOSAL NO. 10, 2007 - appoints Marion County Clerk Beth White to the Information Technology Board

“Do Pass”

Vote 6-0

PROPOSAL NO. 11, 2007 - reappoints Marion County Treasurer Michael Rodman to the Information Technology Board

“Postponed” until February 6, 2007

Vote 6-0

PROPOSAL NO. 12, 2007 - reappoints Fred Scott to the Equal Opportunity Advisory Board

“Do Pass”

Vote 6-0

PROPOSAL NO. 13, 2007 - reappoints Landrum Shields to the Equal Opportunity Advisory Board

“Do Pass”

Vote 6-0

PROPOSAL NO. 14, 2007 - reappoints Councillor Jackie Nytes to the City-County Internal Audit Committee

“Do Pass”

Vote 6-0

PROPOSAL NO. 15, 2007 - reappoints Councillor Marilyn Pfisterer to the City-County Internal Audit Committee

“Postponed” until February 6, 2007

Vote 5-0

PROPOSAL NO. 16, 2007 - reappoints George Farley, a person not employed by the City or County who is involved with financial matters, to the City-County Internal Audit Committee

“Strike”

Vote 6-0

ADMINISTRATION AND FINANCE COMMITTEE

The Administration and Finance Committee of the City-County Council met on Tuesday, January 16, 2007. Chair Joanne Sanders called the meeting to order at 5:02 p.m. with the following members present: Paul Bateman, Vernon Brown, Becky Langsford, and Lincoln Plowman. Jackie Nytes arrived shortly thereafter. Absent was Lynn McWhirter.

PROPOSAL NO. 6, 2007 - reappoints Leeland Thomas to the County Property Tax Assessment Board of Appeals

Mr. Thomas said that this will be his third year serving on the Property Tax Assessment Board of Appeals (PTABOA). He said that he has been a licensed real estate agent since 1977 and he is currently the President of Abernathy Realtors.

Chair Sanders stated that attendance records for all persons before the Committee are included in the Committee packets. She said that it is a standard that has been promoted by Councillor Bob Cockrum, and it is beginning to be examined to ensure that committee and commission appointments are involved in the committees and commissions to which they are assigned. Chair Sanders stated that Mr. Thomas had an excellent attendance record for 2006.

Councillor Bateman moved, seconded by Councillor Brown, to forward Proposal No. 6, 2007 to the full Council with a "Do Pass" recommendation. The motion carried by a vote of 5-0.

PROPOSAL NO. 7, 2007 - reappoints Steve Ajamie to the County Property Tax Assessment Board of Appeals

[Clerk's note: Councillor Nytes arrived at this time, 5:04 p.m.]

Mr. Ajamie said that he is a life-long resident of Indianapolis and he has a real estate broker's license. He said that he worked for the Center Township Assessor's Office from 1978 until 1996, and he has been on the PTABOA since 1999.

Chair Sanders commented that Mr. Ajamie also had an excellent attendance record for 2006.

Councillor Brown moved, seconded by Councillor Bateman, to forward Proposal No. 7, 2007 to the full Council with a "Do Pass" recommendation. The motion carried by a vote of 6-0.

Councillor Brown asked if reappointments are subject to background investigations. Chair Sanders answered that there is language within the law that allows for a three-year time period between investigations and that all of the appointments are current. Chair Sanders stated that, generally, if there are outstanding background checks, the Council Office provides that information to the Committee.

Chair Sanders stated that Proposal No. 8, 2007 will be moved to the bottom of the agenda to give Sheriff Anderson or his proxy an opportunity to make it to the meeting.

PROPOSAL NO. 10, 2007 - appoints Marion County Clerk Beth White to the Information Technology Board

Ms. White said that she is the newly elected Clerk of Marion County. She said that she has worked in the Mayor's Administration for the full seven years of Mayor Bart Peterson's term. She is a lawyer, and prior to working with Mayor Peterson, she worked in Governor O'Bannon's administration. In addition, she was a prosecutor in the Modisett administration and she started practicing law at the law firm of Barnes and Thornburg in 1990. Ms. White said that she is excited about the opportunity to serve on the Information Technology (IT) Board. She understands that the IT Board will be facing some issues that will be very important for her and others conducting business in the City-County Building.

Ms. White asked if she is subject to a background check. NaTrina Moffett, Clerk, Administration and Finance Committee, stated that Jean Milharcic, Clerk of the Council, said that elected officials are not subject to the background check.

Councillor Bateman moved, seconded by Councillor Brown, to forward Proposal No. 10, 2007 to the full Council with a "Do Pass" recommendation. The motion carried by a vote of 6-0.

PROPOSAL NO. 11, 2007 - reappoints Marion County Treasurer Michael Rodman to the Information Technology Board

Chair Sanders stated that Mr. Rodman is out of town and cannot attend the meeting.

Councillor Nytes moved, seconded by Councillor Brown, to "Postpone" Proposal No. 11, 2007 until February 6, 2007. The motion carried by a vote of 6-0.

PROPOSAL NO. 12, 2007 - reappoints Fred Scott to the Equal Opportunity Advisory Board

Mr. Scott said that he is an attorney. He graduated from Indiana University (IU) in Bloomington, from IU School of Law in Indianapolis, and from Georgetown University Law School with a Masters in Taxation Law. He said that he was previously employed with the Department of Justice in Washington, D.C., and worked for a short time in the White House. He currently serves as a trustee at the Divinity School at Yale University and volunteers for other projects in the city.

Chair Sanders said that she appreciates Mr. Scott's service to the Equal Opportunity Board and states that his attendance record shows his commitment to the Board.

Councillor Nytes thanked Mr. Scott for his participation as the Council worked to reorganize the Equal Opportunity Board. She asked how the new organizational structure is beginning to play out. Mr. Scott answered that the new structure works well, as it allows for a majority to be more attainable.

Councillor Nytes moved, seconded by Councillor Brown, to forward Proposal No. 12, 2007 to

the full Council with a “Do Pass” recommendation. The motion carried by a vote of 6-0.

PROPOSAL NO. 13, 2007 - reappoints Landrum Shields to the Equal Opportunity Advisory Board

Rev. Shields said that he is currently the Pastor of Covington Community Church, which has been in existence for 12 years. Prior to that, he was the pastor at Witherspoon Presbyterian Church. He said that he moved to Indianapolis approximately 20 to 30 years ago, and was elected to serve as the President of the Indianapolis School Board. It has been good to volunteer at many of the agencies in the community such as United Way, American Red Cross, and Flanner House, among others. He said that the school board experience was very advantageous in making a contribution to his children and to the community. Rev. Shields said that he also served as a Chaplain with the Indianapolis Police Department and at the Indianapolis Airport. He said that he did not initially realize the significance of the Advisory Board until the issue of gay and lesbian rights came before the Board. He said that it was good to work on that issue, to understand the process of coming before the Council, and carry out what had to be done.

Councillor Nytes also thanked Rev. Shields for his patience going through the reorganization of the Board. She also thanked him for the opportunity to worship in his church.

Chair Sanders stated that the Committee has record of Rev. Shields’ attendance and said that he is obviously committed to the Board, as he has only missed one meeting.

Councillor Bateman thanked Rev. Shields for his commitment to the community throughout the years by allowing his church to also be utilized for community business.

Councillor Bateman moved, seconded by Councillor Brown, to forward Proposal No. 13, 2007 to the full Council with a “Do Pass” recommendation. The motion carried by a vote of 6-0.

PROPOSAL NO. 14, 2007 - reappoints Councillor Jackie Nytes to the City-County Internal Audit Committee

Councillor Nytes said that the members of the Internal Audit Committee do not perform audits, but provide oversight to the Internal Audit Agency (IAA) and she distributed a handout of the IAA’s 2006 Year-To-Date Summary (attached as Exhibit A). She said that the summary was dated December 15, 2006, so there may be a few more things that have been completed since then. Councillor Nytes said that the audit staff takes a close look at a number of the projects, procedures, and financial processes throughout the City and the County. She said that an ordinance was passed approximately two years ago that expanded the authority of the IAA to some of the county agencies. She said that many of the numbers listed are snapshots of the City’s operations, as external companies are hired to do large financial audits. However, it is very important that the Committee look at processes or procedures to ensure good accountability and consistent practices. Councillor Nytes said that Michael Humphreys, who heads up the IAA, does an excellent job. She said that IAA would generally present a preliminary report, and an individual agency may receive suggestions or recommended changes. It will then cycle back to

IAA to see if that agency has implemented those suggestions or changes, and then a final report will be issued to the Internal Audit Board to inform the board of the results. Councillor Nytes said that there is not great concern with the city and county agencies, as the staffs try hard to do a good job.

Councillor Nytes said that the Committee also oversees the financial reports for the City and the County. She said that there are some concerns with regard to this, but the Committee is working to improve the performance in this area. She said that she regrets to inform the Administration and Finance Committee that completed 2005 financial reports for the County still have not been received. This is due to many reasons, such as staff changes, loss of staff, and inadequate grant documentation. No audits were done on some federal grant programs, which are required to have distinct audit processes completed. She said that this situation has been very discouraging, but she believes that the new Auditor is prepared to work very closely with the Audit Committee and the Controller's Office to ensure that this type of problem does not occur again. A new Grants Manager has also been put into place through the Controller's Office. Councillor Nytes said that, unfortunately, if an agency is not ready when auditors are present, that agency has to wait until the auditors can return, as many audit agencies have many customers around the country.

Chair Sanders asked how many auditors are employed in IAA. Councillor Nytes answered that she is unsure of the exact number, but she believes that it is approximately nine.

Councillor Nytes said that audit reports are being made electronically; therefore, if anyone is interested in anything listed on the summary report, she can have the information sent.

Chair Sanders said that Councillor Nytes' attendance for the Board is 100% for 2006.

Councillor Brown moved, seconded by Councillor Bateman, to forward Proposal No. 14, 2007 to the full Council with a "Do Pass" recommendation. The motion carried by a vote of 5-0.

PROPOSAL NO. 15, 2007 - reappoints Councillor Marilyn Pfisterer to the City-County Internal Audit Committee

Councillor Bateman moved, seconded by Councillor Brown, to "Postpone" Proposal No. 15, 2007 until February 6, 2007. The motion carried by a vote of 6-0.

PROPOSAL NO. 16, 2007 - reappoints George Farley, a person not employed by the City or County who is involved with financial matters, to the City-County Internal Audit Committee

Chair Sanders said that Mr. Farley has chosen to withdraw his name for consideration due to time constraints.

Councillor Brown moved, seconded by Councillor Bateman, to "Strike" Proposal No. 16, 2007. The motion carried by a vote of 6-0.

PROPOSAL NO. 8, 2007 - reappoints Sheriff Frank Anderson to the Information Technology Board

Councillor Langsford asked if there is any way that the attendance record can show how many meetings Sheriff Anderson and Michael Rodman attended and a separate number showing how many each one's proxy attended. She stated that if the proxy is attending them all, then maybe the proxy should be appointed. Chair Sanders said that there is an ordinance that identifies the elected officials as appointments to the boards. The Chair stated that the attendance breakdown will be made available to the committee.

Councillor Brown moved, seconded by Councillor Bateman, to "Postpone" Proposal No. 8, 2007 until February 6, 2007. The motion carried by a vote of 6-0.

Other business

Councillor Brown said that he has received several calls and e-mails with regard to the 3% raise that was to take effect January 1, 2007 for non-contractual employees. He said that he has received calls that some people did not receive the raise and some did not receive the entire 3%. He asked if the Committee could extend an invitation to the Controller to come to the next meeting to provide information regarding the raise. Chair Sanders extended the invitation to the Controller's Office.

With no further business pending, and upon motion duly made, the Administration and Finance Committee of the City-County Council was adjourned at 5:32 p.m.

Respectfully submitted,

Joanne Sanders, Chair
Administration and Finance Committee

JMS/nsm